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**National Capital Consortium**  
UNIFORMED SERVICES UNIVERSITY  
OF THE HEALTH SCIENCES  
F. EDWARD HÉBERT SCHOOL OF MEDICINE  
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## **GRADUATE MEDICAL EDUCATION COMMITTEE MEETING**

**02 May 2007, 1500 Hours**  
**Board of Regent Room, D3001, USUHS**

### **OPEN SESSION MINUTES**

The National Capital Consortium Graduate Medical Education Committee met Wednesday, 02 May 2007, 1500 hours. A quorum was present.

#### **OLD BUSINESS:**

**Approval of Minutes:** The minutes from the April 2, 2007 NCC GMEC meeting, were approved as written.

- IV.B.10.e Program Director Searches:** The Administrative Director (AD) informed the GMEC of the following ongoing NCC Program Director searches: **NCC Nuclear Medicine Fellowship Program (Initiated 01 May 07); NCC Forensic Psychiatry Fellowship Program (Initiated 13 April 07) NCC Radiation Oncology Residency Program (Initiated 04 December 06) Pending Search Committee Recommendation**

**Selection for Program Directors:** LTC Kevin deWeber, MC, USA, NCC Family Medicine Sports Medicine (DACH) Residency Program, effective 01 August 2007; LTC Martin Baechler, MC, USA, NCC Hand Surgery Fellowship Program, effective 01 May 2007

- IV.B.10.e Selection of Associate Program Directors:** None

**Selection of Interim Program Director:** David Gius, M.D., Ph.D. –Radiation Oncology 1 June 2007-1 September 2007

The Committee voted without objection to approve the selections.

**Certificates of Appreciation:** COL Gerald Farber, MC, USA, NCC Hand Surgery Fellowship Program, 2001 -2007

Congratulations to all!

#### **NEW BUSINESS:**

- IV.B.1 Resident Representative Issues:** No issues were raised.

**Committee Responsibilities**

**Report of the Internal Review Subcommittee:** Dr. Nace reported on behalf of the Subcommittee. (Attachment1).

**Internal Review Tracking Issues:**

- a. 2006 issues:
  - i. Progress reports from Critical Care Medicine and Neurosurgery are still outstanding.
- b. 2007 issues:
  - i. Dr. Pollack was unable to complete the Internal Review of ENT. He has been replaced by Col Stephen Sharp who has organized a new team.
  - ii. It is believed that the combined Orthopaedics program will begin on 1 July 07; internal review of WRAMC Ortho not necessary. It is not clear when the combined Ortho program will require Internal Review – will await final letter from ACGME.

**IV.B.11**

Internal Reviews: None

Follow-up of prior reviews: None submitted

**IV.B.8**

**ACGME Correspondence:**

- a. Although a response was not required by the ACGME, the GMEC asked the Program Director of the Clinical Neurophysiology Program based at the NIH to respond to concerns in the most recent ACGME accreditation letter.
  - iii. Interaction with core Neurology Program: resolved
  - iv. Teaching opportunities: resolved
  - v. Number of pediatric EEG's: resolved
  - vi. Supervision at Children's National Medical Center: resolved
  - vii. The Subcommittee recommends no further action.
- b. ACGME acknowledged receipt of the progress report from the Surgery Program at NNMC.
- c. The ACGME approved the merger of the WRAMC and NNMC Orthopedic Programs as of 1 July 2007 but deferred accreditation action pending a response to their concerns. The response is due by 1 May 2007.
  - viii. They would like an update as to changes since the last site visit.
  - ix. They request a more detailed transition plan.
  - x. They require an explanation as to how the residents will record their experience in the ACGME Case Log System.
  - xi. Because of the short suspense date, the response from the Program Director will have to be approved by the Executive Committee and be referred to the GMEC for information at its next meeting.

Later, during the meeting, Dr McKay will provide a report to the GMEC regarding the letter that she prepared in response to the RRC.

d. The ACGME acknowledged the Progress Report submitted by Pediatrics GI. The next survey is scheduled for October 2008.

e. A draft response to the ACGME concerns from the Radiation Oncology Program addressed the following concerns:

- xii. Inadequate brachytherapy and interstitial cases: response appears adequate.



- xiii. Inadequate GYN cases: response appears adequate.
- xiv. Goals and objectives not provided: response appears adequate.
- xv. The Subcommittee recommends approval of the response.

f. A draft letter to the ACGME announcing the intention of the Air Force to discontinue Family Practice education at Malcolm Grow was received. The AD noted that Col Manaker will report of the status of the Air Force plans before the end of the meeting.

g. The NCC has been advised by the ACGME that they have been accredited for two more years. The letter detailing citations has not been received.

**Internal Review Administrative Matters:** The potential impact of the two year accreditation cycle of NCC accreditation was discussed. Little can be decided until the actual letter is received.

The next Subcommittee meeting is scheduled for May 30, 2007, room location to be determined.

The GME unanimously voted to accept the Subcommittee's report.

**NCC Site Survey:** The Administrative Director announced that the NCC received continued full accreditation but only for two years. The letter citing details of the findings is not yet available.

#### IV.B.6

##### **Competencies Committee:**

a. Best Practices Presentation: COL Nace presented a Best Practice Presentation pertaining to preparing a PIF. She will email a copy of her power point presentation to everyone.

b. E-Learn Update: MAJ Klote reported that progress has been made in getting the core requirements uploaded on E-Learn which is now available to both Navy and Army. Every intern at WRAMC now has a disk containing performance information which will be given to their Program Directors. The disk should be used to maintain direct observation information regarding how well interns performed during the Breaking Bad News training session and will be entered into their training file.

**Anatomic Specimens:** At a previous GMEC meeting, CDR McKay was asked to look into the issue of obtaining anatomic specimens for research. In response, CDR McKay reported that part of the problems in regards to research is that there isn't an institutional review board to evaluate cadaver use because the person in charge of the review is also responsible for the anatomic specimens. He feels that this creates a conflict of interest. Anatomic specimens will continue to be provided for teaching purposes. To request anatomic specimens for teaching a memo must be submitted to the Anatomic Labs. A copy of the memo outlining CDR McKay's full report is attached to the original copy of these minutes.

MAJ Klote informed the GMEC that the CDI is looking to integrate WRAMC, MGMC, USUHS, and the NNMC in an attempt to standardize all protocol forms and the use of requirements and regulations including the use of an electronic IRB throughout. MAJ Klote will keep the GMEC abreast of CDI integration progress.

#### IV.B.10.f

**Orthopaedics RRC Response:** CDR McKay reported that the RRC deferred action on the site visit pending further information and also the request to integrate the program. The additional information was a more detailed plan for the next two years as well as to clarify changes that may have taken place since the site visit in September. The primary changes were in the area of



department leadership, the integration among faculty and residents. A copy of the response is attached to the original copy of these minutes. The GMEC approved the Program Director's response to the RRC.

**IV.B.10.j Notification of Intent to Close Malcolm Grow Medical Center Family Medicine Residency ACGME Program:** Col Manaker reported that as a result of Base Realignment and Closure (BRAC), the United States Air Force intends on reducing the scope of services provided at Malcolm Grow Medical Center which will result in the closure of the inpatient service. The Air Force has decided to close the program after graduation of the current PGY-1 class in June 2009. A copy of the letter is attached to the original copy of these minutes. The GMEC approved acceptance of the recommendation

**Graduation Updates:** Ms Stephenye Tyler reported that each graduate will receive four tickets for guests to attend the ceremony at Strathmore. Tickets are available for pickup at the WRAMC and NNMC GME offices. Program Directors will not need a ticket. If Associate Program Directors would like to attend they should contact Ms Tyler. Everyone is reminded that if you park in the garage you must have a smart card to get out. Another email will be forwarded to the graduates to see how many people will be riding the buses. The uniform of the day will be class A for Army and choker whites or dress A whites for the Navy. Women may wear skirts or pants. The buses will be leaving WRAMC at 12 noon for rehearsal and returning around 1600 hours. On the day of the ceremony, the buses will be leaving at 0800 and returning around 12 noon. Cake will be served after graduation.

**IV.B.3 MOUs:** Reminder that all new proposals should identify additional funding requirements, including anticipated TDY expenses. The GME unanimously voted to approve the MOU's

- IV.B.10.d**
- Proposed agreement with Sherwood Hall Orthopedics and Sports Medicine, Ltd., in Alexandria, Virginia. This agreement would allow physician in the Consortium's Family Medicine Residency Program at DeWitt Army Community Hospital to participate in clinical training with Sherwood Hall Orthopedics and Sports Medicine. COL Francis G. O'Connor, MC, USA.
  - Proposed agreement with Suburban Hospital, Bethesda, MD. This agreement would allow a physician in the Consortium's Orthopedic Surgery Residency Program, to participate in clinical training with the Hospital during the period from 1 July through 30 September 2007. CDR Patricia L. McKay, MC, USN.
  - Proposed agreement with the University of California at San Diego Medical Center. This agreement would allow Navy Lieutenant Commander Joel Anthony Nations, a physician in the Consortium's Pulmonary and Critical Care Medicine Fellowship Program, to participate in clinical training with the Medical Center during the period from 2 May through 2 June 2007. COL Oleh W. Hnatiuk, MC, USA.

The Committee voted unanimously to approve the MOUs.

#### **INFORMATION ITEMS:**

- **Next Board of Director's Meeting:** June 2007
- **Allied Health Subcommittee of the GMEC (AHSB):**
- **Next Internal Review Subcommittee Meeting:** 30 May 2007, Room location to be determined.
- **Next Core Competency Committee Meeting:** No meeting will be held in June. The

- next meeting will be held July 6, 2007, 1400 hours, Room, Bldg D3001, USUHS
- **Next GMEC Meeting:** 13 June 07, Lecture Room B, 1500 Hours, USUHS
  - **Next Executive Committee Meeting:** 14 May 2007, USU, Room location, A2074.

**ITEMS FROM THE FLOOR:**

**Dr Poggi** announced that he is stepping down as Program Director for the Radiation Oncology Residency program. He introduced Dr David Gius, Clinician Researcher, NCI, as the interim Program Director.

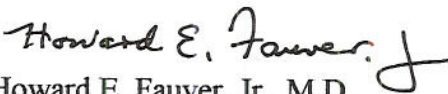
**CDR McGuigan** introduced CDR Dan Hebert, as the new GME Support Department Head at the NNMC. Problems regarding TAD issues should be directed to CDR Hebert or Leanda Delaney.

**LTC Black** raised a question regarding the NCC handbook and training agreements. In response, Dr Fauver noted that the handbook is updated as changes come up. The training agreement is currently being reviewed.

**COL Nace** is going to the Officers Basic Course and will be giving a talk on WRAMC. If anyone has good pamphlets, web sites, data, and or photos that she can present in an effort to recruit students she would like to include them.

The meeting adjourned at 1600 hours.

A Closed Session followed.

  
Howard E. Fauver, Jr., M.D.  
Administrative Director

*Note: Reference in the left margin represents functional area of responsibility of the Graduate Medical Education Committee.  
Attached to these minutes are definitions of the eleven areas.*